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People come First!

Exciting Opportunity at the California Department of Social Services…

CDSS
CALIFORNIA
DEPARTMENT OF
SOCIAL SERVICES

Staff Programmer Analyst (Specialist)
Salary Range $5,065 - $6,466
Full Time - Permanent

EMPLOYMENT OPPORTUNITY

Don't miss the opportunity to be part of a highly skilled technical team, providing technical expertise in support of multi-user mainframe systems and databases. We are seeking a highly motivated and qualified individual who enjoys working on system solutions to join the CFSD/EO/Admin/SHD Support Bureau of the Information Systems Division. The Staff Programmer Analyst (SPA) is responsible for all facets of the system development life cycle. REQUIRED QUALIFICATIONS: Knowledge and experience in COBOL, Natural and ADABAS; Ability to work with technical staff and program division users to develop and remediate systems and databases; Excellent written and oral communication skills; Ability to work as a team member and independently. Knowledge and experience in MS Access and SQL Server is a plus.

Who Should Apply: State employees with current status in the classification, persons with list eligibility in a reachable rank, with interest in a lateral transfer from an equivalent class, or reinstatement. All interested applicants must submit a resume and a standard State Application Form STD 678, with an original signature, to the contact person identified. Clearly indicate the basis of eligibility in line item number 12 (Explanations) of the STD 678 (REV 8/2009).

Final File Date: **Until Filled**

If you are interested and would like to be part of the CDSS mission to make a difference in the life of a child, a family or an elderly person, please submit your application to:

Contact Information:

Lilibeth Abaya
(916) 445-9738

INFORMATION SYSTEMS DIVISION
Staff Programmer Analyst (Specialist)
Duty Statement
800-772-1581-002

CONCEPT OF POSITION:

Under the general direction of the Data Processing Manager I (DPM I), the Staff Programmer Analyst, Specialist (SPA) has the responsibility of ensuring the successful and continuous operation of the Department's client/server and mainframe systems, some of which are deployed throughout the state. The SPA has the responsibility of analyzing, developing and supporting these client/server and mainframe systems.

RESPONSIBILITIES OF POSITION:

In response to requests for service, the SPA acts as the lead programmer analyst or independent technical specialist performing complex analysis and programming tasks on complex or most complex systems development and/or systems maintenance projects. Specific responsibilities include:

30% Acts as project leader monitoring project progress ensuring satisfaction of customer requirements, adherence to established standards and providing technical assistance to data processing staff. Acts as user liaison for assigned projects. Prepares project status reports, memos and gives system presentations. Prepares project work plans which includes schedules, estimates of time and cost and assignment of staff.

30% Develops detail systems design. Prepares programming specifications packages and procedures. Performs programming tasks of a complex nature. Reviews systems to correct malfunctions and incorporated modifications and enhancements. Participates with users in determining the functional requirements for automated systems. Prepares system design packages and the critical design review for user management approval.

30% Develops Master Test Plans, System Test Plans and Implementation plans to assure quality assurance for change management within the systems supported. Develops system test material conducts system tests, implements systems and obtains customer acceptance.

 5% Keeps current on new analysis and programming techniques.

 5% Acts as alternate in the absence of the DPM I.

SUPERVISION RECEIVED:

The SPA receives general direction from the DPM I.

ADMINISTRATIVE RESPONSIBILITY:

None.

PERSONAL CONTACTS:

The SPA has daily contact with technical staff and users to perform analysis, requirements definition, troubleshooting and remediation to develop technical solutions as well
as to advise staff and users regarding technical issues. .

ACTIONS AND CONSEQUENCES:

The SPA exercises judgment in developing and recommending information technology solutions. Failure to exercise good judgment would have an adverse impact on the ability of the department to provide services to its customers and meet federal and state reporting requirements.

OTHER INFORMATION:

Local network and wide area network knowledge is required to perform the SPA's technical duties. This job requires working on a personal computer 45% to 75% of the time.